

**Surf Life Saving Sydney Northern Beaches Inc.**  
**Board of Education and Assessment**

Minutes of Meeting – Thursday 9<sup>th</sup> December, 2010 commencing at 6.23pm  
Branch Headquarters

**1. Attendance**

As per attendance book.

**2. Apologies**

As per attendance book.

**3. Minutes**

The minutes of the August meeting were adopted.

**4. Business Arising from the Minutes**

Nil

**5. General Business**

This was a combined meeting with Surf Sports so urgent general business only.

Michael Wasley thanked all Clubs and assessors for their contributions to the large numbers of candidates that have been assessed over the last few weeks.

**Proficiencies:**

Lifesavers were rescued during proficiencies at a local beach a couple of weeks ago. This has highlighted the need to ensure there is always sufficient water safety for all proficiencies. Probationary assessors are not to run proficiencies without an endorsed assessor present – as per SNB guidelines.

**Paperwork:**

Some Clubs are presenting incomplete paperwork for processing. As it is an RTO requirement that necessary paperwork is completed, this will be returned to Clubs to complete prior to being processed. If you are unsure of the requirements please contact the SNB Office for a list.

**Assessments:**

There was some concern that standards of assessments within the Branch may not be consistent. Ideas to address these issues were:

- Branch to hold a senior assessors meeting early in the New Year to discuss issues that have arisen.
- Break the Branch into 4 regions and hold a pre-season Trainers meeting with all trainers/assessors prior to the beginning of each season. This will outline expectations for assessors for the season.
- There was a request to return to Central Venues for assessments to streamline bookings and reduce the workload on trainers and assessors. This will mean each Club only needs to source enough assessors to cover their numbers of candidates and the Branch would coordinate dates for assessments for the season. This proposal will be brought before the first meeting next year.

**DVD resources:**

Western Australia has DVD resources on their website – link is: <http://www.mybeach.com.au/lifesavingvideo/>

Meeting closed at 6.40pm

Next Board of Education and Assessment Meeting

**TBA**